

United States  
Environmental Protection  
Agency

Office of Solid Waste  
and Emergency Response  
(5104A)

EPA 550-F-03-002  
September 2003

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# FACTSHEET: Tier2 Submit 2003

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## **What is Tier2 Submit 2003?**

Tier2 Submit 2003 is the free personal computer software developed by EPA and NOAA for use by facilities in submitting Tier II reports for the 2003 reporting year. It may be used in any state where this software meets state reporting requirements. Tier II reports required under the Emergency Planning and Community Right to Know Act (EPCRA) provide state and local officials and the public with specific information on certain chemicals that are present at facilities during the previous calendar year.

## **Tier2 Submit 2003:**

- contains all of the data elements required by federal EPA regulations, optional data elements which are commonly required by states, and also custom fields to accommodate additional data elements required by individual states.
- helps facilities avoid common reporting errors by verifying that all required data elements are completed.
- allow facilities to correct errors prior to submission.
- works on most PCs.
- has the capacity to include reporting for multiple facilities and numerous chemicals.
- has the ability to import information from the previous year.
- works seamlessly with CAMEOfm.
- replaces Tier2 Submit 2002.

## **Have states been consulted about this new software?**

The National Governor's Association (NGA) hosted an Electronic Tier II Reporting System Forum on January 31, 2001 to assist EPA in addressing issues related to electronic reporting. Participants included representatives from Massachusetts, Michigan, Wisconsin, Iowa, Missouri, Oklahoma, Arizona and Washington. Discussion explored the feasibility of both web-based and PC-based systems. All agreed that any new system should be highly compatible with CAMEO and other popular databases. Additionally, states provided comments based on their use of the 2001 and 2002 versions of Tier2 Submit.

## **What about states that already have an electronic submission system in place?**

Tier2 Submit 2003 is not a mandatory reporting tool. Rather, each state will continue to specify the reporting method it requires. EPA will provide information on the CEPPO website about individual state reporting requirements. However, Tier2 submit can be used by states to complement their existing systems.

**I used Tier2 Submit 2002 to report my facility's Tier II information last year. Do I need to download Tier2 Submit 2003?**

Yes. Facilities must use Tier2 Submit 2003 to report Tier II information for the 2003 reporting year. Tier2 Submit will be updated every year to include new state requirements and software system improvements. Users from last year can import their 2002 data into Tier2 Submit 2003 by following the Facility Submission Guide (PDF) or by referring to the User's Manual within the application.

**What is new in Tier2 Submit 2003?**

Tier2 Submit 2003 has been updated with new state requirements, a separate mailing address field for facilities and additional print options. Tier2 Submit is updated every year to reflect changes in state requirements and take advantage of software system improvements.

**Will EPA provide technical assistance for Tier2 Submit 2003?**

EPA will provide technical support for users of this new software, replacing technical support for Tier II for Windows. Call (301) 429-5018 or e-mail: [userrmp.usersupport@csc.com](mailto:userrmp.usersupport@csc.com)

**Where can a get a free copy of Tier2 Submit 2003?**

Anyone may download Tier2 Submit 2003 from CEPPO's new website <http://yosemite.epa.gov/oswer/ceppoweb.nsf/content/tier2.htm>